

Best Practices Advisory Committee

Minutes from September 5, 2006

Voting members present: Laura Nelson, Tim Dunst, Sue Davis, Joan Grey, Penny Free Burke, Bob Bohanske, Trish Bleth, Tom Kelly, Alexandra O'Hannon, Teresa Bertsch, Judy Russell, Tim Davis, Jill Fabian

Non-voting members present: Judith Pickens, Michael Shafer, Melissa Thomas, Bob Crouse, Stacia Ortega, Patricia Foley, Jytte Methmann, Ali Dela Trinidad

Absent: Dan Wynkoop, Valley Owen, Aimee Schwartz, Christy Dye, Vicki Staples, Norma Garcia-Torres, Leticia D'Amore, Kim Skrentny, Ed Zborower

Members of the public: N/A

Welcome and Introductions: Dr. Nelson

Dr. Laura Nelson welcomed committee members to the second Best Practice Advisory Committee Meeting, followed by introductions.

Review of Minutes from 8/1, member matrix, revise bylaws

- ❑ Review of Minutes from August 1, 2006 meeting were accepted by voting members
- ❑ Review of revised bylaws were accepted by committee members
- ❑ Review of member matrix—accepted by voting members; however Michael Shafer's affiliation will be changed to academic participant; change will be made by Patricia Foley prior to next meeting

Review of Subcommittee template/ Subcommittee participants

- ❑ Committee needs to be comprised of a well rounded group including at least one member from the Best Practices Advisory committee
- ❑ A draft template was presented for review:
 - Tim Davis recommended adding barriers and cultural considerations to be considered for the named best practice as they relate to rural vs. metro focus.
 - Judith Pickens suggested we ask about the known strengths, and what has worked for the particular practice.
 - Who is responsible for completing the report/recommendations—it was suggested by Dr. Nelson that there be an appointed person from each subcommittee to bring the final report/recommendations to the advisory committee for review.
 - Judy Russell recommended that the research section possibly note references and websites as oppose to entire research history.

Strategic Planning discussion:

- Questions arose in regard to what would be the outcome of the Strategic Planning day, the following recommendations were made:
 - The Committee felt that the Strategic Planning day should be a full day meeting. The meeting will be held in December.

- Dr. Nelson recommended the first part of the day include presentations from people who would like to recommend a particular best practice; it will be necessary to give plenty of notice to the RBHAs, providers, and other stakeholders who may want to present a best practice for consideration.
- The goal of the strategic planning is to identify what best practices should be the focus of subcommittees for the coming year.
- Mike Shafer recommended that a meeting be devoted to discussing where the gaps lie in Arizona's behavioral health system. The BPAC should have an idea prior to the Strategic Planning meeting of general areas they would like to address based on data and network gaps. Then presented options can be viewed according to how they address the needs we have identified. This will be the focus of October's meeting.
- It was decided the Bob Bohanske, Mike Shafer, and Judy Pickens will provide a presentation to the BPAC on the continuum of what are considered "best practices." What is the difference between Evidenced Based Practices, Practice Based, promising practices, etc.? With a better understanding of this continuum, the BPAC can better decide upon proposed projects for the coming year. For example, the BPAC may decide to choose one Evidenced-Based Practice that is supported by strong research and one project that would be considered a promising practice. This presentation will occur during November's meeting.
- A suggestion was made to have 2 templates, one for the planning session, and one for the subcommittees. This would provide an outline for what should be presented to the BPAC during the Strategic Planning day.

General discussion:

- Dr Nelson handed out an Issue Paper for redesigning PIPs/TADs, in order to clarify for RBHAs and providers what elements of DBHS guidance documents are required vs. what is only for reference and consideration. The goal is to clearly identify what training, supervision, outcomes, and monitoring is expected as well as how these will be assessed. The Committee approved of the Issue Paper. Dr. Nelson will now present it to Clinical Council.
- Dr. Nelson also presented three areas DBHS would like assistance from the Committee on:
 - Simplifying the intake/assessment process by determining how to effectively triage, how to have the treatment team more involved in the assessment, and what role Clinical Liaisons, Case Managers, and Clinicians should have in this process. A subcommittee will be established to address this review and make recommendations for DBHS. Volunteers for the Assessment Subcommittee included: Rivers Carpenter (NARBHA), Bob Bohanske, Penny Free Burke, Laura Nelson, Christy Dye, and Joan Grey. It was also recommended that someone from OBHL participate.
 - Supervision of direct service staff and developing staff competencies. What is needed to effectively supervise and how can this be truly incorporated given the current funding structure and numerous, differing licensing requirements? A subcommittee will be established to address this review and make recommendations for DBHS. Volunteers for the Supervision Subcommittee

included: Bob Bohanske, Tom Kelly, Alexandra O'Hannon, Laura Nelson, Christy Dye, and Jill Fabian. Tom Distefano from NAU was recommended, as well as a member from AZ Board of Behavioral Health Examiners and someone from OBHL be involved

- Adolescent substance abuse as it relates to the SIG and SAC grant expectations.
- The numerous focus groups will be wrapping up by the end of September and a report will be prepared summarizing the findings. These findings will be presented to the BPAC in October or November, as well as a summary of the most popular best practice approaches currently available. The BPAC will then make recommendations regarding specific best practices to support through SAC/SIG funding.

House-keeping items

- ❑ Confirmed participants who need materials: Joan Grey, and Jill Fabian need binders—Patricia Foley will have binders sent prior to next meeting
- ❑ Laura Nelson reported that meetings will progress to quarterly once strategic planning meeting has taken place.
- ❑ In order to better identify non-voting and voting members Patricia Foley will use different colors for the name tents.
- ❑ It was decided that October's meeting will need a change in date. Patricia Foley will facilitate meeting change for October.

Next meeting:

- DBHS will provide data/summaries on gaps in service
- Establish priorities
- Finalize templates

November meeting:

- Bob Bohanske, Mike Shafer, and Judy Pickens to provide tutorial on Evidenced based practices
- Adolescent SA discussion and decision-making regarding SAC/SIG grant needs (if unable to address this in October).